



# **RICHMOND**

---

# **VANCOUVER**

# **2023**



**14-16 APRIL, 2023**



# KARATE 1 – SERIES A RICHMOND-VANCOUVER 2023

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# KARATE 1 – SERIES A RICHMOND-VANCOUVER 2023

## 1. WELCOME MESSAGE

### 1.1 Greeting from the President of Karate Canada

Dear World Karate Federation family,

On behalf of Karate Canada, I would like to welcome participants from all over the world back to Canada for the Karate 1 - Series A event to take place in the city of Richmond, British Columbia from April 14-16, 2023.



This will be the second time Canada will host a World Karate Federation event and will build upon the success of Montreal, 2019. Once again, it is a great honour to have been selected and I would like to thank the World Karate Federation for entrusting Karate Canada with hosting this event.

The event will be hosted at the Richmond Oval, one of the main competition venues from the 2010 Winter Olympics which will provide participants with a world class facility in which to compete. Located close to Vancouver airport, transportation hubs and hotels, the Richmond Oval is easily accessible. Of course, if one wishes to see more than the airport, hotel and venue, the beauty of the Richmond/Vancouver area is immediately evident. Whether you wish to see the cherry blossoms in bloom, explore the city of Vancouver, or venture into the coastal Rocky Mountains, the options are many and varied.

I would like to wish all participants the best of success and we look forward to seeing you in April.

Sincerely,

Craig Vokey, President





# KARATE 1 – SERIES A

## RICHMOND-VANCOUVER 2023

### 2. INTRODUCTION

The WKF Karate 1-Series A is a world-class competition that provides karatekas around the world with more competitive opportunities to shine at the highest level. Presented in an open format thus allowing every athlete in the world to compete, the Karate 1- Series A is framed under the umbrella of the Karate 1 to bring together the best competitors in a series of open championships of unprecedented scale and quality. In addition to this, the Karate 1-Series A offers karatekas the chance to increase their ranking position as the universality of top Karate tournaments is showcased.

While maintaining the individual character of each event, all Series A events meet certain standards in order to achieve the above-mentioned goals. Therefore, it is necessary to follow these [Organising Rules](#).

The number of competitors is open. All members of WKF are admitted participating. The competition categories are identical to those of Senior World Championships except for Kumite team.

The [WKF Competition Rules](#) in force will be applied.

Competitors of individual categories earn ranking points in every WKF Karate1 event according to the official [WKF World Ranking regulations](#).

## 3. INTRODUCTION KARATE 1-SERIES A RICHMOND-VANCOUVER



The Karate 1 – Series A Richmond-Vancouver 2023 will be held from 14 to 17 April 2023 at the Richmond Olympic Oval, Richmond, British Columbia, Canada.

## 4. COMPETITION INFORMATION

### 4.1 Categories

- Female Kumite: - 50kg, - 55kg, - 61kg, - 68kg, + 68kg
- Male Kumite: - 60kg, - 67kg, - 75kg, - 84kg, + 84kg
- Individual Kata: Female, Male
- Team Kata: Female, Male



# KARATE 1 – SERIES A

## RICHMOND-VANCOUVER 2023

### 4.2 Prizes

For Individual categories (Kumite and Kata):

- Gold medallist: 500 €
- Silver medallist: 300 €
- Bronze medallist: 100 €

For team categories (Kumite and Kata):

- • Gold medallist: 600 €
- • Silver medallist: 400 €
- • Bronze medallist: 200 €

## 5. CONTACT INFORMATION

### 5.1 Organizer's contact details

#### **KARATE CANADA**

c/o Canadian Olympic Committee  
500 West René-Lévesque Blvd.  
Montreal, Quebec, Canada H2Z 1W7  
(514) 252-3209

### 5.2 Local Organising Committee Contact Details

- Craig Vokey, President, Karate Canada
- Chris Bright, Executive Director, Karate Canada
- Andreas Kuntze, President, Karate British Columbia
- Tournament Director: Stephane Rivest, [stephane.rivest@karatecanada.org](mailto:stephane.rivest@karatecanada.org)



# KARATE 1 – SERIES A

## RICHMOND-VANCOUVER 2023

- Event Manager & Visa Support: Cheryl Tataryn, [cheryl.tataryn@karatecanada.org](mailto:cheryl.tataryn@karatecanada.org)

### 5.3 WKF Event Supervisor contact

The WKF Event Supervisor for this Series A event is Mr. Dominique Sigillo

Email: [sigillo.wkf@gmail.com](mailto:sigillo.wkf@gmail.com)

### 5.5 Safe Sport Contact

WKF events must be safe for all athletes and participants and entirely free from any form of non-accidental violence, namely, harassment and abuse. Any such behaviour will not be tolerated. If you or someone you know has been the victim of abuse or harassment in Karate, get help and report it.

Your first point of contact for any incident at this event is the WKF Event Supervisor, whose contact information you can find detailed above.

Otherwise, any other incident can be reported via the [WKF Official Complaint Form](#) and sent to: [safekarate@wkf.net](mailto:safekarate@wkf.net)



### 6. WKF APPROVED PROTECTIONS, KARATE GIS & TATAMIS

The Karate 1 - Series A complies with the highest level of presentation. In order to guarantee the correct delivery of the event, and to ensure the suitable quality of the tournament, exclusively the following brands are WKF Approved for use in the 2023 Karate 1 - Series A season.

#### 6.1 Sport Protections “WKF Approved”



\*Click on the logos

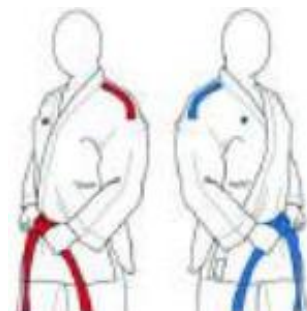


# KARATE 1 – SERIES A

## RICHMOND-VANCOUVER 2023

### 6.2 Official Karategis Karate 1 – Series A

Kumite and Kata karategis with the brand name embroidered on the shoulders in **RED** or **BLUE** are of mandatory use in Karate 1 - Series A tournaments.



The authorized companies to use these karategis models are:

|                                    |                                  |                                  |                                  |
|------------------------------------|----------------------------------|----------------------------------|----------------------------------|
| <a href="#"><u>ADIDAS</u></a>      | <a href="#"><u>ARAWAZA</u></a>   | <a href="#"><u>BESTSPORT</u></a> | <a href="#"><u>BUDO-NORD</u></a> |
| <a href="#"><u>DAEDO</u></a>       | <a href="#"><u>HAYASHI</u></a>   | <a href="#"><u>PUNOK</u></a>     | <a href="#"><u>SHUREIDO</u></a>  |
| <a href="#"><u>SMAI</u></a>        | <a href="#"><u>TOKAIDO</u></a>   | <a href="#"><u>WACOKU</u></a>    | <a href="#"><u>WESING</u></a>    |
| <a href="#"><u>BLITZ</u></a>       | <a href="#"><u>FIGHT ART</u></a> | <a href="#"><u>FUJIMAE</u></a>   | <a href="#"><u>HAYATE</u></a>    |
| <a href="#"><u>HIROTA</u></a>      | <a href="#"><u>IPON</u></a>      | <a href="#"><u>ITAKI</u></a>     | <a href="#"><u>KAITEN</u></a>    |
| <a href="#"><u>KAMIKAZE</u></a>    | <a href="#"><u>KIHON</u></a>     | <a href="#"><u>KO</u></a>        | <a href="#"><u>KWON</u></a>      |
| <a href="#"><u>MIZUNO</u></a>      | <a href="#"><u>MOOTO</u></a>     | <a href="#"><u>MUVON</u></a>     | <a href="#"><u>NAGASHI</u></a>   |
| <a href="#"><u>SFJAM NORIS</u></a> | <a href="#"><u>TOKYODO</u></a>   |                                  |                                  |



# KARATE 1 – SERIES A RICHMOND-VANCOUVER 2023

## DISTRIBUTORS ASSISTANCE “WKF Approved”

Click on the image below to visit the distributors by countries.



## Tatamis “WKF Approved”



\*Click on the logos



# KARATE 1 – SERIES A

## RICHMOND-VANCOUVER 2023

### 7. EVENT SCHEDULE

THIS EVENT WILL BE HELD UNDER THE WKF COVID-19 PROTOCOL

| Thursday<br>13/04/2023   | SERIES A   | Sheraton<br>Vancouver<br>Airport (HQ) |
|--|--|---------------------------------------|
| <b>REGISTRATION</b>  |  |                                       |
| 10:00 – 17:00 h  | Timeslots by alphabetic order of Countries will be applied to ensure a smooth onsite registration process. Such timeslot will be established once finished the online registration.<br><br>STATIONS<br>1) Waiver, Passport & Accreditation Check<br>2) System Check (Sportdata)<br>3) Back Number & Lanyard Pick Up<br>4) Athlete Weigh-in | Steveston D                           |
| 18:30 – 19:30 h  | Coach Meeting & Draw   | Minoru C                              |
| 19:30 – 21:00 h  | Referee Briefing   | Minoru D                              |
| <b>WKF COACH COURSE – ACCREDITED COACH CERTIFICATION (LEVEL 1)</b> |  |                                       |
| 17:00 – 18:30 h  | Onsite Registration Entry: Coach<br>STATIONS<br>1) Waiver, Passport & Accreditation Check  | Minoru C                              |



# KARATE 1 – SERIES A

## RICHMOND-VANCOUVER 2023

### 8. COMPETITION PROGRAMME

| Day/Hour  | Competition  |
|---|--|
| <b>Friday</b><br><b>14/04/2023</b><br><b>9:00 - 20:30</b>   | <u><b>Eliminations &amp; Semi-Finals</b></u><br>Female Kata, Male Team Kata<br><br><u><b>Eliminations &amp; Semi- Finals</b></u><br>Female Kumite (-68kg; +68kg)<br>Male Kumite (-84kg, +84kg, -75kg)  |
| <b>Saturday</b><br><b>15/04/2023</b><br><b>9:00 - 20:30</b> | <u><b>Eliminations &amp; Semi-finals</b></u><br>Male Kata, Team Kata<br>Female Kumite (-50kg, -55kg, -61kg)<br>Male Kumite (-60kg, -67kg)  |
| <b>Sunday</b><br><b>16/04/2023</b><br><b>9:00-14:00</b>     | <u><b>Repechages</b></u><br>Male Kumite (-60kg, -67kg, -75kg, -84kg, +84kg)<br>Female Kumite (-50kg, -55kg, -61kg, -68kg, +68kg)<br><br><u><b>Bronze Medals</b></u><br>Individual Kata (Female /Male)<br>Male Kumite (-60kg, -67kg, -75kg, -84kg, +84kg)<br>Female Kumite (-68kg, +68kg, -61kg, -50kg, -55kg)<br>Team Kata (Female / Male) |
| <b>Sunday</b><br><b>16/04/2023</b><br><b>14:30-18:00</b>    | <u><b>Finals</b></u><br>Individual Kata (Female / Male)<br>Male Kumite (-60kg, -67kg, -75kg, -84kg, +84kg)<br>Female Kumite (-68kg, +68kg, -61kg, -50kg, -55kg)<br>Team Kata (Female / Male)<br>Award Ceremony   |

\*The detailed competition schedule will be fixed after closing the online registration in order to adequate it to the final number of athletes.



# KARATE 1 – SERIES A

## RICHMOND-VANCOUVER 2023

### 9. RANKING

Competitors can earn ranking points in every Karate1 event according to the official WKF Ranking Criteria, point 3.2 of the [WKF Ranking Rules](#).

The participation will be limited to those competitors from position 33 onwards of the WKF ranking.

The [Event Ranking](#) or the applicable ranking will be the one updated on the day of the registration opening, on 14<sup>th</sup> January 2023.

### 10. ONLINE REGISTRATION & OFFICIAL ACCREDITATION

No onsite registration will be accepted. The registration will be validated once completed the online payment through the payment platform. In case of any questions concerning the online registration please directly contact the Sportdata software team via the email address: [office@sportdata.org](mailto:office@sportdata.org).

Clubs / teams / federations are responsible for the quality of the entered registration data.

#### 10.1 Online Registration Process

[ATHLETE REGISTRATION](#)

[REFEREE REGISTRATION](#)



# KARATE 1 – SERIES A

## RICHMOND-VANCOUVER 2023

### COACH REGISTRATIONS

The registration starts three (3) months prior to the event, on January 14, 2023, and close fifteen (15) days before the tournament on March 30th, 2023 at 12:00 hrs GMT +0 and it is divided in the following two phases (all phases will close at the 12:00 hrs GMT +0 of the listed day);

- **Phase 1, from January 14th to January 28th, 2022 (first two weeks)**: Registration only by National Federations for athletes ranked between position 33 and 100 (included) of WKF Ranking. Maximum, 1 athlete per category.
- **Phase 2, from January 29th to March 30th, 2022**: Open registration.

Changes of online registration data are possible until the end of the online registration period.

### **10.2 Official Accreditation**

The official registration session will take place on April 13<sup>th</sup>, 2022, from 10 h to 17 h at HQ Hotel (Sheraton Vancouver Hotel), room Steveston D.

If changes are required during the official registration session because of incorrect or missing registration data, a fee of € 20 is charged for each change.

At registration, accreditation cards will be issued with the participants' main data, a photograph and information about registered categories. The accreditation card must be worn at all times during the event.



# KARATE 1 – SERIES A

## RICHMOND-VANCOUVER 2023

Only members of national federations recognized by WKF are admitted participating, following the registration procedures described in Series A Organising Rules 2020 (SA OR Point 6 Registration).

**All participants must submit an official document (passport or other valid ID card) for the WKF identification and validation at the accreditation session.**

**The accreditation of any competitor must be done by the athlete or the athlete's coach, in person bringing the athlete passport or other valid ID at the accreditation session.**

**The competitor who has not collected, either personally or through his/her coach the accreditation during the official registration, will not be included in the draw.**

### 10.3 Technical Support for Online Registration

Web: [https://www.sportdata.org/wkf/set-online/index.php?active\\_menu=home](https://www.sportdata.org/wkf/set-online/index.php?active_menu=home)

Email: [karate1@sportdata.org](mailto:karate1@sportdata.org)

**The weighing will be carried out immediately after receiving the accreditation. Those athletes who will not attend the weighing will not be included in the draw.**





# KARATE 1 – SERIES A

## RICHMOND-VANCOUVER 2023

### 10.4 Entry Fee

Per individual category entry:

- €60/ 1st month
- €70/ next 30 days
- €90 last 15 days.

Per team category: €70

### 10.5 Payment

All payments must be processed through the ONLINE PAYMENT PLATFORM. **Onsite payments will NOT be accepted.**

## 11. WKF COACH PROGRAMME – Accredited Coach Level

According to the Coach License Manual, **the minimum level required to take part in the Karate 1 events is the “Accredited Coach” level.** To obtain such certification, **coaches must attend a compulsory Coach Briefing.**

### 11.1 WKF Coach Programme / Accredited Coach Certification (Level 1)

Please find the following Coach schedule and the details for the registration process:



# KARATE 1 – SERIES A

## RICHMOND-VANCOUVER 2023

### 11.1.1 SCHEDULE

| Accredited Coach Briefing |            |              |            |  |
|---------------------------|------------|--------------|------------|--|
| Thursday                  | 13/04/2023 | From 17:00 h | To 18:30 h | Sheraton<br>Vancouver<br>Airport Hotel<br>(Minoru C) |

### 11.1.2 ONLINE REGISTRATION

Those coaches who wish to attend to the “WKF Accredited Coach Briefing” in Vancouver must be registered online and must fill out the “Accreditation Agreement for Coaches” that can be downloaded from the online registration site.

All coach registration must be made online no later than March 31, 2023.

[ACCREDITED  
COACH BRIEFING  
REGISTRATION](#)

Should you have any difficulties when registering, please contact [support@sportsid.org](mailto:support@sportsid.org) for technical support.

### 11.1.3 FEES

We would like to remind you that the fee to attend to the “Coach Briefing” and to obtain a new license or to renew your expired license of WKF Accredited Coach is 300 EUR.



# KARATE 1 – SERIES A

## RICHMOND-VANCOUVER 2023

### 11.1.3 PAYMENT

All payments must be made through Sportdata platform.

No other methods of payment will be accepted.

Registrations and payments onsite will not be accepted.

## 12. MEDIA

### 12. 1 Press

Journalists will be required to follow the WKF COVID-19 Protocol, learn more [here](#).

Press accreditation can only be given to professional journalists working for a media and having proof of their credentials.

Media professionals can register to request press accreditations through the online registration form which can be found [here](#).

#### **Video recording will not be allowed.**

Should you need more information about press or media related issues, please directly contact the World Karate Federation's office: [press@wkf.net](mailto:press@wkf.net)

All press will need to follow the WKF Protocol and hand in printed version of the required documents (section 17).

## 13. COMPETITION VENUE

The **Richmond Olympic Oval** is an indoor multi-sports [arena](#) in the [Canadian](#) city of [Richmond, British Columbia](#). The oval was built for the [2010 Winter Olympics](#) and was originally configured with a [speed skating rink](#). The venue has since been reconfigured and now serves as a community multi-sport park and includes two [ice hockey rinks](#), two running tracks, a [climbing wall](#), a [rowing tank](#) and a flexible area which can be used for, among other sports, [basketball](#), [volleyball](#), [indoor soccer](#) and [table tennis](#).



Address:

6111 River Rd, Richmond  
British Columbia Canada V7C 0A2



[Official Tatami of the Karate 1 – Series A Richmond-Vancouver](#)



# KARATE 1 – SERIES A

## RICHMOND-VANCOUVER 2023

### 14. TICKETS FOR SPECTATORS

The ticket categories and prices are:

Ticket prices:

- Single Day Pass: 15.00 CAD
- Multi-Day Weekend Pass: 35.00 CAD

Online ticket sales: <https://buytickets.at/karatecanada/822868>

Tickets can also be purchased at the entrance of the venue.

### 15. HOTELS

#### 15.1 HQ Hotel

#### SHERATON VANCOUVER AIRPORT

Be where the action is! All pre-event activities including the following will be at the Sheraton Vancouver Airport:

- Accreditation and weighing
- Referee Meeting
- Accredited Coach Briefing
- Coach Meeting & Draw



# KARATE 1 – SERIES A RICHMOND-VANCOUVER 2023



## SHERATON VANCOUVER AIRPORT

Address: 7551 Westminster Hwy,  
Richmond BC V6X 1A3

Standard Room - 2 queen beds

- \$239 CAD up to Double Occupancy
- \$259 Triple Occupancy
- \$279 Quad Occupancy

Hotel's room rates are subject to applicable provincial and local taxes, currently 17.16% (5% GST, 11% Hotel Room Tax, 1.16% Destination Marketing Fee), in effect at the time of check-out. These taxes and fee are subject to change without notice.

### Booking Deadline: March 8, 2023

- Weblink for reservations: [Book your group rate for Karate Canada Apr2023 SVA](#)
- Reservation Toll Free: 1-800-663-0299 (mention Karate Canada Apr2023 SVA)
- Reservation Email: [reservations@sheratonvancouverairport.com](mailto:reservations@sheratonvancouverairport.com) (mention Karate Canada Apr2023 SVA)



# KARATE 1 – SERIES A RICHMOND-VANCOUVER 2023

- Airport to hotel – 6.3 km (Complimentary 24-hour airport shuttle available)
- Hotel to Richmond Olympic Oval (venue) – 1.6 km (13-minute walk / 4-minute drive)
- Complimentary Parking for all registered overnight guests and attendees.
- Complimentary wireless internet in the meeting rooms.
- Complimentary basic wireless internet in all guest rooms.
- Complimentary wireless internet access in the hotel lobby, restaurant and public areas.
- Complimentary fitness centre access



## **VANCOUVER AIRPORT MARRIOTT**

Address: 7571 Westminster Hwy, Richmond BC V6X 1A3 (next to the Sheraton Vancouver Airport)

Standard Room - 2 queen beds

- \$239 CAD up to Double Occupancy



# KARATE 1 – SERIES A

## RICHMOND-VANCOUVER 2023

- \$259 Triple Occupancy
- \$279 Quad Occupancy

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- Airport to hotel – 6.3 km (Complimentary 24-hour airport shuttle available)
- Hotel to Richmond Olympic Oval (venue) – 1.6 km (13-minute walk / 4-minute drive)
- Complimentary Parking for all registered overnight guests and attendees.
- Complimentary wireless internet in the meeting rooms.
- Complimentary basic wireless internet in all guest rooms.
- Complimentary wireless internet access in the hotel lobby, restaurant and public areas.
- Complimentary fitness centre access





# KARATE 1 – SERIES A RICHMOND-VANCOUVER 2023

## 16. WKF COVID PROTOCOL

**DUE TO THE CURRENT EMERGENCY HEALTH SITUATION THIS EVENT WILL BE HELD UNDER THE WKF COVID-19 PROTOCOL:**

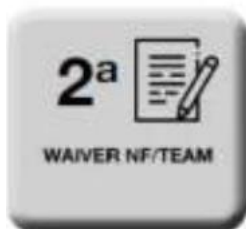


## 17. REQUIRED DOCUMENTS

### **MANDATORY DOCUMENTS TO BE SUBMITTED AT THE OFFICIAL ACCREDITATION**

On registration day all participants must submit the following documents (I) Printed:

- I) Waiver of Liability Form (Only 1 of the following per person)
  - a. NF/Team Representative & Team List
  - b. Individual +18 years old
  - c. Individual - 18 years old (Parental Consent required)



- The NF/Team Representative takes full responsibility for the validity of all signatures and information provided.



# KARATE 1 – SERIES A

## RICHMOND-VANCOUVER 2023

### 18. LOCAL COVID RESTRICTIONS

Please refer to: [City of Richmond BC - COVID-19 Information](#)

### 19. ANTI-DOPING

As a participant in karate, it is your responsibility to follow the WKF Anti-Doping Rules. Click the [here](#) to take an Anti-Doping Education & Learning Course and learn more about your responsibilities and visit our [website](#). For a few hours, you help keep karate a clean sport.



#### Course Recommendations

- International-level Athletes Education
- High Performance Coach Education
- Medical Professionals Education
- Parents of Elite Athletes Education

### 20. VISA REQUIREMENTS

Canada does not have a visa office in every country so it is important that delegates visit the website of the Canadian visa office responsible for processing their visa application. Information is available on the website on how to submit a visa application and the documentation required.

If you require a travel visa, we can assist with preparing an invitation letter for your delegation, we ask the national federations to complete the form below and return it by email to: [cheryl.tataryn@karatecanada.org](mailto:cheryl.tataryn@karatecanada.org)



# KARATE 1 – SERIES A

## RICHMOND-VANCOUVER 2023

- **Form in English** - <https://bit.ly/2Szsm3s>
- **Formulario en español** - <https://bit.ly/2SxuXe0>
- **Formulaire en français** - <https://bit.ly/2U9SYJS>

Karate Canada will then send you a formal invitation letter which you will have to submit, accompanied with any required personal identification documents, to the Canadian consulate closest to you

[Processing times for visa applications](#) vary depending on the visa office and the time of the year. Participants are encouraged to apply approximately **12 weeks** in advance of their departure date to ensure they receive the visa in time.

**We encourage you to familiarize yourself with the information below before submitting an application to Immigration, Refugees and Citizenship Canada (IRCC):**

### **Visa Application Types**

Most foreign nationals need a temporary resident visa (TRV) or an Electronic Travel Authorization to travel to Canada. To find out if you need a TRV or eTA to travel to Canada, see: [Find out if you need a visa to travel to Canada](#).

### **Submit an Application**

For more information about the TRV and eTA application processes, see: [Visit Canada](#).

Submit a TRV Application If you need a visa, apply online through the IRCC Portal (TReApp).

**IRCC PORTAL (TReApp)**



# KARATE 1 – SERIES A

## RICHMOND-VANCOUVER 2023

You are invited to apply through the IRCC Portal because you meet at least one of the following criteria:

- The organizer of your event is located in Canada and has a Canadian address.
- You are **not** attending an event hosted by the Government of Canada and therefore do not qualify for fee exemptions.

### How to Apply:

1. Apply for your visitor visa through the [IRCC Portal](#).

2. When asked “**why you need a visa**”, select: **‘For business reasons, like a meeting, conference, event, or training’**

**IMPORTANT:** Tag your application with the Special Event Code. In the ‘Special event information’ section, you are asked if we gave your organization or conference a special event code. Select ‘Yes’ and then enter the special event code into the open text field.

3. Give your fingerprints and photo (Biometrics).

4. Send your passport to IRCC through a [Visa Application Centre](#) (VAC) (if your application is approved). This may be done in person or through mail or courier.

**Note that postal delivery may increase the time it takes to retrieve your passport.**

### Need Help?

Refer to the [guide](#) for information on how to complete your application.



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For further assistance, see the [Help Centre](#) or complete the [web form](#).

### Paper Application (IMM 5257)

You are invited to submit a paper application only if you meet one of the following criteria:

- You cannot apply online because of a disability.
- You are travelling with an identity or travel document that was issued to a refugee, a stateless person, or a non-citizen.

### How to Apply:

1. Read the [instruction guide](#) for details on how to apply by paper.
2. Select your country/territory from the [drop down menu](#) for instructions on how to prepare and submit your application to your local visa office.

### Submit an eTA Application

If you need an eTA, apply on the official [Government of Canada website](#).

### How to Apply:

1. Use the [online form](#) to apply for your eTA.
2. Pay the appropriate fee.
3. Receive an email from IRCC about your eTA application.
4. If there are any issues with your application, you will receive an email from IRCC requesting additional information.

### Need Help?



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Refer to the guides in the '[Help with the form or other eTA questions](#)' drop down for information on how to complete your eTA application.

For further assistance, use the [eTA Help Guide](#), or see the [Help Centre](#).

### **Special Event Codes**

Events registered with IRCC are issued a unique special event code to help track and monitor visa processing. Applicants **should** tag their applications with the event's special event code, which can be found in the letter of invitation provided by the event organizer.

TRV applications are considered on a case-by-case basis based on the information presented by the applicant. The onus is on the applicant to demonstrate they meet the requirements for a TRV. While a special event code has been assigned to the event, it does not offer any advantage to the applicant in terms of a positive visa outcome. The applicant must meet all eligibility criteria to receive a visa.

### **Visa Processing Times**

[Processing times for visa applications](#) vary depending on the visa office and the time of the year. Participants are encouraged to check [processing times](#) to find out how long it takes to process **most** applications. Each application is different and takes a different amount of time to process. We can give an estimate, based on the application **type**.

Once an individual has applied, they [can check their application status by visiting: Check your application status – Immigration and citizenship - Canada.ca](#)

Participants are encouraged to apply **as early as possible** ahead of their departure date to ensure they receive the visa in time for the start of the event.



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## **Biometrics**

Individuals applying for a visitor visa, study or work permit (except U.S. nationals), or permanent residence may need to give biometrics (fingerprints and a photo). If you need to provide biometrics, submit them as soon as possible once you receive your Biometrics Invitation Letter (BIL). **You must give your biometrics before IRCC can start to process your application.**

For information on whether or not you must provide biometrics, please refer to our [fast facts about Biometrics](#).

It is important that international invitees are familiar with the TRV and eTA application processes. Understanding the different processes will contribute to ensuring that invitees to events in Canada have a smooth application experience.



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### 21. CITY / COUNTRY INFORMATION

**TIME:** Pacific Daylight Time PDT (UTC-08:00)

**CURRENCY:** The official currency of Canada is the Canadian Dollar (CAD), and it is represented by the \$ sign. The exchange rate varies continuously.

**CURRENCY EXCHANGE:** Exchanges can be made at the airport, in exchange bureaus or in banks. In Canada, credit cards are accepted in commercial establishments such as shops, hotels, restaurants and travel agencies. Nevertheless, it is recommended to have some cash in the national currency at hand for minor expenses.

**CREDIT CARD:** Accepted credit cards include: Visa, MasterCard, Diners Club, American Express

**COUNTRY CODE:** +01

**MEDICAL SERVICE:** Emergency call 911

**LANGUAGE:** French, English, Mandarin

**ELECTRICITY:** In Canada the standard voltage is 120 V and the frequency is 60 Hz. You can use your electric appliances in Canada, if the standard voltage in your country is in between 110 - 127 V (as is in the US, Canada and most South American countries). Manufacturers take small deviations (plus or minus 5%) into account. Be careful if you bring appliances from Japan (100 V).

If the standard voltage in your country is in the range of 220 - 240 V (as is in the UK, Europe, Asia, Africa and Australia), you need a voltage converter in Canada. Some say you can carefully try to use your appliances in Canada without a converter. Most likely they won't be





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damaged, but may not function optimally. If you don't want to take any chances, use a converter. You can also consider a combined power plug adapter/voltage converter.

**TIPPING:** Tipping is not mandatory but generally expected because most of the service providers receive a relatively low base pay (minimum wage is about \$10 an hour in Canada) and rely on tips to bring their earnings to a decent (sometimes very good) rate. In most cases, a tip in the range of 15% to 20% is perfectly acceptable. Here are some more specific circumstances and guides on how to tip (amounts suggested are in Canadian dollars).

**BUSINESS HOURS:** Most office hours are Mondays to Fridays, from 9:00 to 5:00. Bank hours are 9:00 to 14:00. Commercial centres and malls are open Monday to Friday, from 9:00 to 9:00; Saturday 10:00 to 6:00; and Sunday, from 11:00 to 5:00. Supermarkets are open 8:00 to 22:00.

**LOCAL LAW:** Any person living in or visiting Canada must obey all provincial and national laws. Claims of unawareness or ignorance will not represent any exemption. Under Canadian law, you're presumed innocent until proven guilty.

**VEHICLE DRIVING:** If you plan to use a foreign driver's licence in Canada, you should get an International Driving Permit (IDP) in your home country. An IDP will give you a translation of your licence into French and English.

**ALCOHOL:** The legal drinking age in the province of British Columbia is 19 years old. Alcohol consumption is only allowed in private, indoor areas.

**TOBACCO:** Only people 19 and over are allowed to use tobacco or tobacco products in the province of British Columbia. Tobacco use is only allowed in private areas and in public, open spaces.



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In general, sporting facilities are smoke free zones, and smoking is only allowed in those facilities that have specific designated smoking areas.

**SAFETY IN RICHMOND-VANCOUVER:** The Richmond-Vancouver region is considered a very safe area and people are very friendly and helpful. Rates for violence are very low. However, you should still take basic precautions like in any other city.

### **CITY OF RICHMOND & VANCOUVER:**

[Tourism Richmond, BC - Official Website \(visitrichmondbc.com\)](http://visitrichmondbc.com)

[Destination Vancouver - official source of tourist information, things to do, restaurants for Vancouver BC Canada](#)

## **22. OMISSIONS**

As regards that the specific items are not expressly foreseen in the present bulletin reference is to be made to the general rules and guidelines contained in WKF regulations.